MUNICIPALITY OF MORRIS-TURNBERRY

JOINT HEALTH AND SAFETY COMMITTEE MEETING

Date – June 24, 2015  Time  9:00noon  Place- Council room – 41342 Morris Road

Minutes

1. Call to order: The meeting was called to order by Nancy Michie at 9:00am with all members in attendance.

In attendance:

   Nancy Michie
   Kim Johnston
   Barry Shaw
   Gary Pipe
   Steve Fortier
   Donna Haugh

Others in attendance:

   No others were in attendance

2. Minutes of the last meeting

   The Minutes from March 6, 2015 were reviewed.

   Moved by: Gary Pipe  Seconded by: Barry Shaw

   Motion:
   “That the minutes of the March 6, 2015 Health and Safety Committee Meeting be adopted as circulated.”

   Disposition  Carried
3. Unfinished Business
Kim Johnston stated that James Marshall would like the inspection reports to only indicate if the fire Extinguishers are not inspected for the previous month. The Bluevale Hall extinguishers in the upstairs of the hall have been missed due to James Marshall not having the correct keys to enter the upstairs. The Committee suggested making keys for James Marshall so he can enter all areas of the Bluevale Hall for Fire Extinguisher Inspections.

4. Regular Reports:
   Workplace Inspections from March, April and May, 2015, were reviewed.

   Bluevale Hall – The inspections were very good. The missing keys have been found and placed in a locked key box.

   Municipal Landfill – MSDS are continually updated.

   Morris Works Garage – MSDS are continually being checked. Due to the weather, the doors have not been latching properly, but not a concern.

   Turnberry Works Garage – MSDS are continually being check and updated as needed. The front door of the Works garage is being replaced.

   Municipal Office - MSDS are continually being updated. Items at the top of the stair case is being looked after. The table has been moved from in front of the automatic door opener.

   The July and August, 2015 Workplace Inspection dates were scheduled with tentative dates and times.
Barry Shaw stated an employee asked why the Fire Extinguishers were not being inspected in the equipment. Kim Johnston will speak to James Marshall regarding the inspections on Fire Extinguishers in the Equipment and vehicles. James Marshall should set up a time to inspect the equipment and vehicles monthly. Kim Johnston will make up an inspection sheet for James Marshall to mark off during the inspection and hand into the Health and Safety Committee.

5. New Business:
   Kim Johnston stated all health and safety required training has been completed for 2015.

6. Old Business:
   No old business.

7. Date of Next meeting – The next meeting is tentatively booked for Wednesday September 16, 2015 at 9:00am.

8. Adjournment –
The Health and Safety Meeting was adjourned at 9:15am.

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Nancy Michie, Chairperson